

Board of Selectmen
Minutes October 09, 2012

Convened: 6:00 pm

Present: Andrew Artimovich, Chairman
Jeff Bryan
Jane Byrne
Michael Hubbard
Ken Christiansen

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Overtime was 0.5 hours for police and 1.5 hours for fire department this pay period.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Bryan made a motion, 2nd by Christiansen to approve the public minutes of 10/02/12. Bryan, Christiansen, Artimovich, and Byrne were in favor. Hubbard abstained as he was not present.

Bryan made a motion, 2nd by Christiansen to approve the nonpublic minutes of 10/02/12. Bryan, Christiansen, Artimovich, and Byrne were in favor. Hubbard abstained as he was not present.

Norma Fuller had come in for an update on the Lebranche property on North Road. The Lebranche's were sent a certified letter giving them 5 weeks to clean the place up which was up October 1st. A dumpster was brought in but the place is still a mess. The Fuller's are going to follow up with the sheriff's office.

The Planning Board is recommending that Windsor Lane and Abbey Road be maintained by the town as public roads. Bryan said it was voted on at town meeting 2010 contingent on a few requirements all of which have been met. Bryan made a motion, 2nd by Hubbard to accept Windsor Lane and Abbey Road as public roads. All were in favor. Byrne asked to see the town engineer's report; Artimovich said that should be filed in the town road file.

Seeley requested that a member be present at every budcom meeting, and an alternate be selected should Bryan be unable to attend. Bryan said he would be comfortable turning his seat over to Christiansen. Byrne made a motion, 2nd by Hubbard that Christiansen will serve as the selectmen's representative on the budget committee and Bryan will serve as an alternate. All were in favor.

The following building permits were signed:

- David Storey, 1 Sherry Circle, underground LP tank.

Department Head Meeting:

Clement distributed the 2013 appointment schedule, tax and retirement rates, and budget worksheets to all department heads via email. The insurance rates will be set on the 12th and will distribute those once the board has discussed them. Artimovich said the board will try to keep the rates as level as possible.

Emergency Management, Rick Murphy

Murphy said they are well within their budget for 2012 and does not expect any major increases for 2013. There is

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about \$1000 remaining in his general supplies line, and he is looking into purchasing an LCD monitor to be mounted at the EOC. Artimovich suggested purchasing a TV to mount to be used as a monitor as people seem to be moving away from projectors. Artimovich asked about the Seabrook graded exercise. Murphy said there was one radiological issue that was identified and corrected on site. No other discrepancies were found.

Town Clerk / Tax Collector, Phyllis Thompson, Phyllis Thompson

Thompson said 120 absentee ballots have been requested. She also asked if the Wage Scale with steps and grades would be used this year. Artimovich said the board has tried to move away from the wage scale and move towards merit increases based on performance evaluations. Artimovich said a true step program gives steps annually. Bryan said all of the performance evaluations were all done well this year; he agrees with Artimovich that he would prefer to see merit increases as a percentage. Byrne suggested the wage scale should be used as a guideline for minimum and maximum. The board will discuss this further next week.

Conservation Commission, Rob Wofchuck

Wofchuck said they are on point with budget for 2012, and anticipates about \$15,000 in extra expenses for 2013 due to the Kaufman-Goun easement. The Exeter River Storm water Project was a success with several volunteers. The Southeast Land Trust (SELT) is monitoring 2/3 of all conservation easements aerially; and the commission will monitor the remaining 1/3 on the ground. The commission is considering creating a fund and policy for easement stewardship to cover the costs of future monitoring. The revenue in the fund is from donations and grants. Wofchuck thanked the highway department for all of their work on Rowell Road; Hubbard said Wofchuck was doing a great job driving the conservation initiatives.

Planning Board, Bruce Stevens

Stevens said they are on target with their 2012 budget and the basic budget will remain unchanged in 2013. Stevens recommends updating the impact fee criteria and estimates the costs at approximately \$10,000. He would like to include this in his operating budget. Stevens mentioned that there is no RSA mandating this be updated every "x" years but in order to maintain the integrity of the program and ensure that it is defensible in a court of law it should be done. Artimovich suggested the school attend a meeting to discuss cost sharing.

Stevens also mentioned a warrant article for \$5000 for Plan NH to create a template for the town center and have some ordinances to guide growth to meet those objectives. Stevens mentioned that Newmarket and Epping have used Community Revitalization Grants to renew their town centers. Those federal funds are not available to us without a plan in place and Plan NH will provide that for us. Wofchuck said the plan will provide schematics to coordinate zoning or capital improvements on what can facilitate the vision to fruition.

Library, Betsy Solon

Solon said the library has seen an increase in circulation and 85 new library cards have been issued since July. Byrne asked how many out of town cards are issued; Solon said approximately 40. A foot counter was installed at the end of June. From July through September, there have been over 7400 patrons. Solon reviewed some of the summer programs and also upcoming programs through the end of the month.

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Recreation, Margaret Dullea

Dullea said the BRC rentals are up; all weekends in October and November are booked. They are now booking several Friday nights because the weekends are full. As a result, they have hired someone to come in between functions to clean up and make sure the facility is ready for the next renter. They are looking at increasing rates to offset some of the maintenance costs. Thompson asked how many hours a week, the town maintenance person is over at the BRC. Clement said about 4.5 hours weekly. Artimovich said 4.5 hours is not enough time to hire someone specifically for the BRC. Dullea has seen an increase in participation with more teams and more kids playing. She coordinates with several venues for court time. Dullea said if someone would invest in a sports bubble, with 3 or 4 basketball courts and bathrooms many towns would use it. Byrne asked if there was enough land at the BRC; Dullea said she would look into it. Thompson and Byrne said that Dullea did a wonderful job running the recreation department.

Fire, Joe Bird

Bird said that the Chief nominated Donna V. and she was awarded EMS Coordinator of the year. An award ceremony is being held on October 25th at the Radisson in Manchester. Bird said the budget will be tight but they will be able to make the bottom line work. They will be asking for a new ambulance in 2013, which is estimated at \$210,000. There should be enough in the ambulance fund to cover the cost. Bryan asked about the \$150,000 from the sale of the old fire station. Bird said that is still being worked out with the Fireman's Association but it is the understanding that it would be put towards a new engine. Artimovich asked about the grants for radios and pagers. Bird said they were awarded the grant for pagers and are still waiting to hear about the radios. Christiansen asked about the grant for computers. Bird said they were turned down for that and will be including that in their 2013 budget.

Police, Wayne Robinson

Chief Robinson said the salary line will be tight because holidays were budgeted as being filled by part timers. The part timers have been unable to fill the shifts and as a result full timers work which also effect NH retirement. Robinson said next year he will budget the shift coverage as a full timer. Bryan asked about the purchase of new uniforms. Robinson said he has ordered 3 vests but they have not come out of his budget yet. Robinson said he will need a new cruiser in 2013. Clement said there was about \$19,000 in the special details fund.

Highway, Wayne Robinson

Robinson said his road construction line item is expended. The backhoe is scheduled to be repaired this week and then he will finish the shoulder work. Bryan asked if some gravel could be put down on the town garden; Byrne said that was private property and the town should not spend money on it. Bryan said he would donate the gravel. Robinson said the winter sand and salt were in.

Motion to adjourn at 7:40 pm made by Bryan, 2nd by Christiansen; all were in favor.

Respectfully submitted,

Karen Clement

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		WEEKLY TREASURER'S REPORT			
Date:	October 9, 2012				
Citizens General Fund:					
	Previous Balance:		11,543.36		
	Deposits:		32,529.72		
	Payroll:		11,921.15	DD: 6360.06	CK: 5561.09
	FICA:		2,789.98		
	A/P: Regular		230,660.16	Swasey: \$175,000	Highway: \$19,500
	voided check				
	to Impact Fees				
	From MMA		210,000.00		
	Fica error 8/3/12				
	TO MMA				
	Account Balance:		8,701.79		
	Interest Earned YTD:		74.30		
CD's:	Unrestricted Balance:		-		
MMA:	Unrestricted Balance:		1,275,814.03		
	Total Invested Funds:		1,275,814.03		
	Interest Earned YTD:		707.91		